

THE MINUTES OF THE WARRANT COMMITTEE MEETING December 05, 2001

Chairman Bursch called the meeting to order at 7:30 PM.

Members absent were: W. Flewelling, J. Hilgenberg and P. Schafer.

1. Received a Request for Transfer from the Reserve Fund from Kevin Looney in the amount of \$44,020.00 for extraordinary repairs to town buildings. A memo to Mel Kleckner from Kevin Looney outlining the need for this Transfer is on file with this Clerk. Member Freiner gave an oral report on the need for this request. Mel Kleckner noted that the new HVAC system in the Town Hall is not working properly and is being investigated. Member Heigham made a motion to approve the Request in the amount of \$44,020.00. Member Oates second said motion and it was so voted with Member Hofmann opposed.
2. Received a Request for Transfer from the Reserve Fund from the Town Administrator for cost related to the Belmont Emergency Management Agency (BEMA) in the amount of \$8,500.00. A letter from Mel Kleckner outlining the need for this Request is on file with this Clerk. Of the \$8,500.00 Request, an additional stipend of \$3,300.00 is for the Director of BEMA Dave Frizzell and the remaining \$5,000.00 is for a compliance report. Members had several questions as to the need for the \$3,500.00 stipend for the Director. Member Clark made a motion to approve this Request in the amount of \$8,500.00. Member Freiner second said motion and it was so voted unanimously.
3. The Warrant Committee received a copy of a letter from Mel Kleckner to all town department heads outlining the requirement of the FY03 Budget submissions. The letter notes that there will be a level service budget as well as a reduced budget of 96% based upon the FY02 approved budget. This reduced budget will reflect all contractual increases, including salaries and other fixed cost. A copy of a letter from Mel Kleckner to Superintendent Peter Holland noting that the school's targeted FY03 budget is \$27,038,339.00. This is the bottom line and all increases in fixed cost including salaries and fringe benefits. The ratio of shared revenue, based upon Mel's calculation is 48% for the school. Member Miller noted that the teacher's salary contract for the next three years has been settled. Chairman Bruschi noted that the Warrant Committee expects that the School Committee will comply with this bottom line number. Warrant Committee members had a general discussion on employee's health insurance plans and some possible reversion in the cost-sharing ratio. Chairman Bruschi suggested that the Insurance Sub Committee meet with Mel.
4. Town Administrator Mel Kleckner stated that he has instituted a hiring freeze with each vacancy be evaluated by the Board of Selectmen and himself. Mel also noted that he is seeking a 2% reversion of the FY02 operating budget to increase the "free cash" position at years end.
5. Member White distributed a spreadsheet detailing revenue and operating budget for the next five years. A copy of the spreadsheet is on file with this Clerk. Member

White stated that this was the product of work performed by the Warrant Committee sub group of Members Bruschi, Freiner, and Morley. Staff member Munro and Szabo as well as Selectmen Brownsberger gave considerable input to the final report. Member White reviewed the spreadsheet for other members and noted a major shortfall in FY03. also revenues remain fairly consistent with the operating budget growing at a faster pace resulting in ever increasing deficits in the ongoing years. Member Heigham noted that there is most likely to be more long drawn out legal suits before the McLean issue is settled. Chairman Bruschi thanked Member White and other of their hard work in preparing these projections.

6. The Warrant Committee members had a general discussion on the compensation of town employees and noted that the percentage increase of teacher's salary was higher than other town employees.

7. Member Widmer noted that State Aid for FY03 could be level funded but the cuts in the States FY03 will be worse than FY02 and could affect the FY03 State Aid number.

8. Member Heigham made a motion, Member Hofmann second said motion and it was voted to accept the minutes of October 29, 2001.

9. Member Hofmann made a motion, Member Oates second said motion and it was voted to accept the minutes of November 5, 2001.

10. Voted to adjourn at 9:40 PM.

Respectfully submitted,

Steve Szabo

Recording Clerk